



**Evanston Public Library Board of Trustees  
MEETING MINUTES**

Wednesday, January 21, 2026, at 6:30 PM  
Main Library, Community Meeting Room, and Remote

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**Members Present**

Arikpo Dada, Tracy Fulce, Catie Huggins, Jean Keleher, Michelle Mills (left at 8:25 pm), Meghan Shea, Victoria Shire, and Esther Wallen

**Members Absent**

Samia Amamoo

**Staff Present**

Ellen Riggsbee, Heather Norborg, Jennifer Shreve, and Sameer Notta.

**Presiding Member**

Trustee Fulce, President

**Call to order/Declaration of Quorum.**

President Fulce called the meeting to order at 6:42 p.m., at which time a quorum of Trustees was established.

**Land Acknowledgement**

The land acknowledgement was read by Trustee Shea.

**Citizen Comment**

No citizen comment was made.

**Consent Agenda**

- A. Approval of Management Committee Meeting Minutes, December 17, 2025
- B. Approval of Regular Board Meeting Minutes, December 17, 2025
- C. Approval of Communication Sub-Committee Minutes, December 23, 2025
- D. Approval of Communication Sub-Committee Minutes, January 6, 2026
- E. Approval of Finance Committee Meeting Minutes January 14, 2026
- F. Approval of Bills and Payroll

**Motion:** Trustee Mills moved, seconded by Trustee Shea, to approve the consent agenda as amended. **Action:** Motion carried.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. **Action:** Motion carried.

**Library Director's Report**

(Distributed in Advance)

## Staff Report

- A. Administrative Services Report (Distributed in Advance)
- B. Facilities Report (Distributed in Advance)
- C. Monthly Development Report (Distributed in Advance)
- D. 2025 EPL Marketing Summary Report (Distributed in Advance)

## Board Reports

- A. President's Report
- B. Finance Committee
- C. Management Committee
- D. Facilities Committee
- E. DEIB Committee
- F. Communication Sub-Committee

## New Business

- A. Approval for Annual Payment of Siemens Building Automation Service Contract (Discussion & Action)

**Motion:** Trustee Mills moved, seconded by Trustee Wallen, to approve the Siemens contract. **Action:** Motion carried.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. Motion carried.

- B. Approval of Resignation Agreement with Former Development Manager (Discussion & Action)

**Motion:** Trustee Huggins moved, seconded by Trustee Wallen, to approve the resignation agreement with the former Development Manager. **Action:** Motion carried.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. Motion carried.

- C. Recording Board Policies (Discussion & Action)

**Motion:** Trustee Mills moved, seconded by Trustee Shire, to approve the recording of the board policies and posting of the video recording of the board meetings. **Action:** Motion carried.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. Motion carried.

- D. Strategies for Public Communication (Discussion & Action)

**Motion:** Trustee Mills moved, seconded by Trustee Shea, to approve the strategies for the public FAQ subsection of the Library Board communication webpage. **Action:** Motion carried.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. Motion carried.

## Old Business



A. State Per Capita Grant Checklist (Discussion)

**Motion:** Trustee Mills moved, seconded by Trustee Huggins, to approve the State Per Capita Grant Checklist. **Action:** Motion carried.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. Motion carried.

**Executive Session**

**Motion to Enter Executive Session:** Trustee Fulce moved, seconded by Trustee Mills, to go into executive session. **Action:** Motion carried.

**Motion to Adjourn Executive Session:** Trustee Wallen moved, seconded by Trustee Keleher, to adjourn the executive session at 9:07 p.m.

**Roll Call Vote:** Trustees Dada, Fulce, Huggins, Keleher, Mills, Shea, Shire, and Wallen voted aye. No nays. Motion carried.

**Adjournment**

**Motion:** Trustee Huggins moved, seconded by Trustee Shea, to adjourn. A voice vote was taken—all ayes. No nays. **Action:** Motion carried. The meeting adjourned at 9:07 p.m.

**Submitted by**

Trustee Huggins, Secretary  
Evanston Public Library Board of Trustees